

## Sandfoss, Kristina

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**From:** Ashley, Cheryl  
**Sent:** Friday, April 14, 2017 12:45 PM  
**To:** Taylor, Jeremy  
**Cc:** Atkinson, Ryan; Martinson, Alice  
**Subject:** RE: Recruits  
**Attachments:** 04-14-17 OEI Customer Report.xlsx; 04-12-17 Region 3 Customer Report.xlsx; 04-12-17 Region 2 Customer Report (002).xlsx

I have attached the customer report with statuses for each action. Below is a synopsis of what is in our court. Please let me know if you have any questions. Thanks!

**OEI:** Job analyses are top priority. We will distribute across the section to get these completed. Vacancies will be ready to post next week. Quals QA is also priority.

- 1 recruit in classification
- 6 job analyses to be completed or reworked
- 1 VA being built
- 1 VA pending QA
- 1 announcement pending quals QA review

**R3:**

- 5 actions in classification, Cynde is working to move to staffing quickly.

**R2:** VAs pending approval have been distributed for review. JAs top priority for Specialist.

- 4 job analyses in our court to be finalized/reworked.
- 5 VAs pending approval

**Cheryl Ashley, PHR**

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OARM-RTP

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**From:** Taylor, Jeremy  
**Sent:** Wednesday, April 12, 2017 1:46 PM  
**To:** Sawyer, Rena ; Ashley, Cheryl ; Martinson, Alice ; Jones, Laura ; Perry, Corey  
**Cc:** Atkinson, Ryan  
**Subject:** Recruits  
**Importance:** High

We need to make sure that we are ready to move on any recruit we have on our plate. Go through the staffing reports and confirm that every one that is on us is ready to move- if the next step is issuing the cert make sure we are ready to issue, or post VA, etc. Any day they could release at least some of them like internals and we cannot afford to have wait time on actions that we have had months to work on.

Please report to me by the end of the week and confirm or identify any that need action and prioritize.

Jeremy A. Taylor  
OARM-RTP-HRMD  
Director  
919-541-0537



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